

Richard J. Codey  
Acting Governor

Regena L. Thomas  
Secretary of State



**STATE OF NEW JERSEY  
GOVERNOR'S VOLUNTEER AWARDS  
2005  
NOMINATION APPLICATION**

**NEW JERSEY GOVERNOR'S VOLUNTEER AWARDS 2005  
NOMINATION APPLICATION**

(Please type or print all information legibly)

**FOR OFFICE USE ONLY**

Rcvd \_\_\_\_\_ Complete \_\_\_\_\_  
Returned \_\_\_\_\_ Reason Code \_\_\_\_\_  
Scores \_\_\_\_\_  
Category \_\_\_\_\_ Average \_\_\_\_\_

**Nominee Information:** Please specify: Individual \_\_\_\_\_ Group \_\_\_\_\_ Volunteer Organization \_\_\_\_\_

Ms. \_\_\_ Miss \_\_\_ Mrs. \_\_\_ Mr. \_\_\_ (If the nominee is a group or volunteer organization, also enter the contact person and title)

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ (Area Code) Day Telephone No. \_\_\_\_\_

All nominations must be complete. **Incomplete nomination packages will be disqualified as well as self-nominations, or nominations from spouses or family members.** Nominators will not be notified that packages are incomplete. Letters, materials and other documents received under a separate cover **will not** be considered.

**Category:**

Nominations may fit into more than one category. However, please choose the category you consider most appropriate and check only one. The categories are guidelines. When appropriate, the screening committee may place a nomination into another category.

_____ Animals	_____ History	_____ Service to Seniors
_____ Arts	_____ Human Services	_____ Service to Youth
_____ Education	_____ Long Term Service	_____ Volunteer Leadership
_____ Environment	_____ Mobilization of Volunteers	_____ Volunteer Administration/ Management
_____ Health	_____ Public Safety	

**Summary:**

In the space below, please describe, in one sentence, the volunteer activity for which the nomination is being made. As per the guidelines, attach the 500-word statement that describes the nominee's overall activities.

\_\_\_\_\_

**Nominator:**

Ms. \_\_\_ Miss \_\_\_ Mrs. \_\_\_ Mr. \_\_\_ (Name of Nominator) Title (If Applicable) \_\_\_\_\_

Name of Group (if applicable)/Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ (Area Code) Day Telephone No. \_\_\_\_\_

**Verification:**

To qualify, the nomination must have **three** letters of support from references who may be contacted to verify the scope and extent of the nominee's activities. References should be individuals familiar with the volunteer(s)' accomplishments for which the individual, group or organization is being nominated. References should not include the nominee, nominator or any person related to the nominee. Three **additional** references we can contact should be listed below.

Name \_\_\_\_\_ Relationship \_\_\_\_\_ (Area Code) Day Telephone No. \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ (Area Code) Day Telephone No. \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ (Area Code) Day Telephone No. \_\_\_\_\_

*I certify that the contents of this nomination are true and accurate.*

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## WHO IS ELIGIBLE FOR THE GOVERNOR'S VOLUNTEER AWARD?

- ◆ Any individual, group or volunteer organization whose volunteer activities in New Jersey and by New Jersey residents benefit the community or the State in a substantial, important or unique way
- ◆ Students receiving course credits are eligible, but this must be clearly indicated in the nomination statement

### WHO IS NOT ELIGIBLE?

- ◆ Previous winners
- ◆ Individuals involved in "court mandated community service" or those serving as "loaned executives"
- ◆ Persons nominating themselves, spouses or family members
- ◆ Persons who received compensation for services rendered - (except in the case of the Volunteer Administration/Management Award)

### GENERAL INFORMATION FOR SUBMITTING A NOMINATION

- ◆ **Nomination forms may be duplicated.** Please submit a separate nomination form for each individual, group or organization being nominated. Check only one category listed on the application form. All nomination materials must be clearly printed or typewritten. Pertinent supplementary material must accompany the nomination (no more than ten pages). Nomination materials must be mailed, hand delivered or sent overnight. **Faxed or e-mailed materials will not be accepted.** The nomination must be accompanied by **three** letters of support from references who may be contacted to verify the scope and extent of the nominee's activities. An additional three names are to be listed on the nominating form.
- ◆ **Compose and send a narrative** (no more than 500 words). This is a crucial piece of the nomination package. It is suggested that you include:
  - A discussion of the scope of the volunteer activity
  - The need(s) that the volunteer activity addressed
  - Any noteworthy achievements or unusual challenges overcome
  - Any innovations utilized
  - The length of service
- ◆ Receipt of a nomination is acknowledged only if it is accompanied with a self-addressed, stamped postcard.
- ◆ All nominations must be complete when submitted. Incomplete nomination packages and self-nominations will be disqualified. Separate letters, materials and other documents received later under separate cover **will not** be considered.
- ◆ Nominators will not be informed if the package is incomplete.
- ◆ All entries and supplementary materials become the property of the Governor's Office of Volunteerism and **will not** be returned.
- ◆ Please do not call to check on the status of a nomination form. Winners and their nominators are notified before the Governor's Awards ceremony. A general announcement of winners is made to the public following the Awards Ceremony.
- ◆ All decisions of the independent screeners and judges are final.
- ◆ The Governor's Office of Volunteerism reserves the right to reproduce information from the nomination form for publication.

## THE CATEGORIES FOR THE GOVERNOR'S VOLUNTEER AWARDS ARE:

- ◆ **Animals** - Volunteer activity that protects maintains and improves the treatment and lives of animals.
  - ◆ **Arts** - Volunteer activity that directly or indirectly advances the arts and cultural enrichment.
  - ◆ **Education** - Volunteer activity that enriches or enhances the practical or academic knowledge and learning of a group or individual. This includes both school-based and community education programs.
  - ◆ **Environment** - Volunteer activity that protects, maintains and improves the quality of our environment.
  - ◆ **Health** - Volunteer activity that addresses the issues of medical care, services for people with physical or developmental disabilities or people with mental illness.
  - ◆ **History** - Volunteer activity in the state's historic sites, museums and organizations; as a tour guide, living history demonstrator, exhibit designer, historical society officer or other role.
  - ◆ **Human Services** - Volunteer activity that addresses the needs, health and well-being of the people of New Jersey's communities. These needs include but are not limited to: jobs, material resources, family, job creation and training, economic development, food and nutrition, clothing and furnishing, housing, transportation, consumer protection and areas not explicitly covered by other categories.
  - ◆ **Long Term Service** - Volunteer activity that has taken place over the course of long periods of time, including, but not limited to, hospital volunteers, fire and rescue, little leagues, boards, etc.
  - ◆ **Mobilization of Volunteers** - Volunteer activity that engages individuals to perform specific projects either on a long-term basis or completed in a single day.
  - ◆ **Public Safety** - Volunteer activity that addresses the issues dealing with crime and delinquency, justice services, protective services, fire and rescue, disaster relief or rescue protective services.
  - ◆ **Service to Seniors** - Volunteer activity that directly or indirectly enhances the lives, activities, health and well-being of the senior population.
  - ◆ **Service to Youth** - Volunteer activity that directly or indirectly enhances the lives, activities, health and well-being of the youth population.
  - ◆ **Volunteer Leadership** - An unpaid member of a nonprofit board of directors, governmental or educational commission, coalition/collaboration, advisory board/council or a committee chairperson whose leadership has resulted in significant achievements, transformation of the organization or helped the organization survive a crisis.
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- ◆ **Volunteers Administration/Management** - A professional individual, salaried or un-salaried, with a minimum of two years of management experience, involved with the administration of volunteer services.

# HOW TO WRITE A SUCCESSFUL NOMINATION

**Key points to remember when writing a successful nomination for volunteer recognition:**

**Keep in mind deadlines, guidelines and criteria.** All nominations should be submitted on time and contain all required information. Every nomination should include the required number of references with up-to-date contact information. References should reflect the individual's or group's achievements in the designated category.

**Provide good sources.** Only list references that will provide information relevant to the nominee's volunteer efforts and results. Make sure each reference is aware that they may be contacted to provide information on the nominee.

**Be complete and concise.** Focus on the highlights of the nominee's most successful efforts and initiatives. If involved in several activities, mention all efforts, but expand on those that are most relevant to the award.

**Does your narrative statement contain the following?**

- ☐ **Summary** - information on the mission/purpose of volunteer efforts and the impetus for volunteering
- ☐ **Community Need Addressed** - information of the specific need addressed; background information on how the problem affects the community; who are the recipients of the volunteer effort
- ☐ **Operation Methods** - information on the number of volunteers that participate; how often the service is provided; how the service is provided; partnerships; what distinguishes the nominee's volunteer efforts
- ☐ **Results** - information on specific results achieved, such as the number of people affected and the expansion or replication of volunteer efforts.

(Note: Letters of reference will not be considered as narrative statements.)

**When possible, the 500 word statement and written references should be typed.**

**SUBMIT NOMINATIONS TO:**

## **GOVERNOR'S VOLUNTEER AWARDS 2005**

New Jersey Department of State  
Governor's Office of Volunteerism  
P.O. Box 456  
225 West State Street, Trenton, NJ 08625-0456

**Entries must be postmarked by March 25, 2005**

## 2004 GOVERNOR'S VOLUNTEER AWARD RECIPIENTS

### Art

Roberta F. Krantz  
Manasquan, NJ

### Education

Janice K. Margot  
Spring Lake Heights, NJ

### Environment & Animals

Lisa G. Ryan  
Hackensack, NJ

### Health

Gary W. Whyte  
Mountainside, NJ

### Human Services

Patricia Brisson  
Phillipsburg, NJ

### Long Term Service

Chris Kent  
Highbridge, NJ

### Mobilization of Volunteers

Samantha Kerrigan  
Marlton, NJ

### Public Safety

Avalon Volunteer Fire Department  
Avalon, NJ

### Service to Seniors

Levira Leftwick  
Trenton, NJ

### Service to Youth

Project S.T.E.A.M  
Roselle Park, NJ

### Volunteer Leadership

John A. Uzzi  
Paramus, NJ

## 2003 GOVERNOR'S VOLUNTEER AWARD RECIPIENTS

### Arts

Ruth Wyatt & Maureen Llort  
Trenton Children's Chorus  
Skillman, NJ

### Education

Health Professional Service Learning (10th  
grade) Volunteer Program, New Brunswick  
Health Science Technology High School  
New Brunswick, NJ

### Environmental & Animals

Voorhees Township Buzby Landfill  
Task Force  
Voorhees Township, NJ

### Health

Dorothy "Dotty" Cullen  
Vineland, NJ

### Human Services

Amanda Feldman  
Linwood, NJ

### Long Term Service

Reverend Brian McCormick  
Trenton, NJ

### Mobilization of Volunteers

Volunteer Corps of the Battleship NJ  
Camden, NJ

### Public Safety

Recovery Team Romeo  
Hardystown, NJ  
Cops 2 Cop  
Piscataway, NJ

### Service to Seniors

William H. Miller  
Somerset, NJ

### Service to Youth

Bria Rose  
Rockaway Boro, NJ

### Volunteer Leadership

Bernadette Gur  
Lawrenceville, NJ



## Governor's Office of Volunteerism

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**Richard J. Codey**  
Acting Governor

**Regena L. Thomas**  
Secretary of State

**Sarah A. Thoma**  
Executive Director

**Governor's Advisory  
Council on  
Volunteerism and  
Community Service**

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**John "Jack" Callahan**  
Acting Chair

**Julie Acton**  
Public Member

**Gailanne Barth**  
Public Member

**Linda Bennett**  
Retired Senior Volunteer  
Program (RSVP)

**Randy Beverly, Sr.**  
Public Member

**Michael Bzdak**  
Johnson & Johnson

**Thomas D'Angelo**  
Charitable Emporium.Com,  
Inc.

**Yvonne Ervin Blake**  
Public Member

**Ellen Goldner**  
Public Member

**Dr. Carol Grant Holmes**  
Delran Public Schools

**Albert Gray, Jr.**  
Public Member

**Jennifer Hauge, Esq.**  
Pro Bono Partnership

**Pamela Irvin Fields**  
Pamifi, Inc.

**Jeanette King**  
Public Member

**Lynette Lee Villanueva**  
American Association of  
Retired Persons (AARP)

**Carol A. McKinney**  
Volunteer Management  
Center

**Rocco Meola**  
Public Member

**Raj Mukerji**  
Public Member

**Edward O'Malley**  
Commerce National  
Insurance Services

**Scott Reddin**  
Public Member

**Reverend James Reilly**  
Our Lady of Sorrows Church  
- Kearny

**Sharron S. Schulz**  
Meals on Wheels of Salem  
County, Inc.

**David Slobodien, Esq.**  
Dun & Bradstreet

**Gloria Sokolowski**  
Corporation for National &  
Community Service

**Elaine Sterling**  
Trainer & Consultant to Non-  
Profits

**Daisy Velazquez**  
Make A Wish Foundation, NJ

**Shirley Ward**  
PSE&G

**David C. Warshaw**  
Public Member

**Ex-Officio  
members**

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**CEO & Secretary Virginia  
S. Bauer**  
NJ Commerce, Economic  
Growth and Tourism  
Commission

**Commissioner Bradley M.  
Campbell**  
NJ Department of  
Environmental Protection

**Commissioner James M.  
Davy**  
NJ Department of Human  
Services

**Attorney General Peter J.  
Harvey**  
NJ Department of Law & Public  
Safety

**Acting Commissioner Fred  
M. Jacobs, M.D., J.D.**  
NJ Department of Health &  
Senior Services

**Commissioner Jack F.  
Lettiere**  
NJ Department of  
Transportation

**Commissioner Susan Bass  
Levin**  
Department of Community  
Affairs

**Commissioner William L.  
Librera, Ed. D.**  
NJ Department of Education

**Major General Glenn K.  
Reith**  
The Adjutant General  
NJ Department of Veterans  
and Military Affairs

**The Honorable Richard J.  
Williams**  
Administrative Offices of the  
Courts



OFFICE OF THE GOVERNOR  
125 WEST STATE STREET  
P.O. Box 001  
TRENTON, NJ 08625-0001

RICHARD J. CODEY  
*Acting Governor*

Dear Friends:

The common bonds of compassion and the spirit of humanity are reflected in the selfless work of New Jersey's volunteers. Every day, they are on the frontlines making a difference in our communities and throughout our state. From educational initiatives and mentoring to emergency response and protecting the environment, wherever a need exists it is our volunteers who are ready, willing and able to respond.

As the Governor's Office of Volunteerism marks its 20 years of service, we celebrate the integral role of volunteers and their invaluable contributions to our quality of life. The Governor's Volunteer Awards were established in 1987 in honor of the dedication, commitment and efforts of New Jersey's volunteers. The Governor's Volunteer Awards recognize outstanding individuals and organizations for their spirit of service. This year, we hope you will join us in celebrating the power and promise of volunteerism by nominating a deserving individual or group for the important work they do to make this state a better place for all people.

Working together we can make a difference today, tomorrow and for future generations to come. Thank you for your nomination. Thank you for your support.

Sincerely,

A handwritten signature in blue ink that reads "Richard J. Codey".

Richard J. Codey  
Acting Governor

A handwritten signature in blue ink that reads "Regena L. Thomas".

Regena L. Thomas  
Secretary of State